

## **Minutes of the Finance Committee**

**Wednesday, October 15, 2008**

Chair Haukohl called the meeting to order at 8:30 a.m.

**Present:** Supervisors Pat Haukohl (Chair), Bill Zaborowski, Pamela Meyer, Jim Heinrich, and Jean Tortomasi. Steve Wimmer arrived at 8:35 a.m., left at 9:54 a.m. and returned at 10:25 a.m. Rob Hutton arrived at 9:35 a.m.

**Also Present:** Chief of Staff Mark Mader, Legislative Policy Advisor Ann Olson, Judiciary Committee Chair Bonnie Morris, Clerk of Courts Carolyn Evenson, Business Manager Bob Snow, Register in Probate Sally Lunde, Appointed Future Clerk of Courts Kathy Madden, District Court Administrator Mike Neimon, Chief Judge J. Mac Davis, Senior Financial Analyst Lyndsay Johnson, Budget Manager Keith Swartz, Radio Services Manager Chris Petterson, Emergency Preparedness Director Rich Tuma, Sheriff Dan Trawicki, Business Manager Tom Koth, Inspector Steve Marks, Deputy Inspector Eric Severson, Medical Examiner Lynda Biedrzycki, District Attorney Brad Schimel, Office Services Coordinator Danni Danielski, Victim/Witness Coordinator Jen Dunn, Public Works Director Rich Bolte, Business Manager Betsy Crosswaite, Highway Operations Manager Pete Chladil, Budget Specialist Linda Witkowski, Senior Financial Analyst Bill Duckwitz, Senior Landscape Architect Pam Linn, County Board Supervisor Dave Swan, Community Development Coordinator Glen Lewinski, Program Assistant Nancy Mojica, Senior Financial Analyst Clara Daniels, and UW-Extension Director Marcia Jante. Recorded by Mary Pedersen, County Board Office.

### **Review Correspondence**

Copies of the revised meeting agenda for October 27 were distributed. It was noted that the positions ordinance was added.

Haukohl referred to information on child support revenues for 2009 received from Johnson. Copies will be made for the committee.

### **Schedule Next meeting Dates**

October 22 and 23.

Wimmer arrived at 8:35 a.m.

### **Discuss and Consider 2009 Operating Budgets for the Following Departments**

#### Circuit Court Services

Evenson, Davis, Snow, and Morris were present to discuss the proposed 2009 operating budget for Circuit Court Services. Both revenues and expenditures are budgeted at \$9,353,541, an increase of \$75,876 or 0.8% from the 2008 budget. The County tax levy is budgeted at \$4,887,541, an increase of \$153,301 or 3.2% from the 2008 budget. The positions summary shows an increase of 0.04 for a total of 103.10 FTE positions. Evenson and staff went on to review objectives and outcomes, program highlights, and the financial summaries.

Hutton arrived at 9:35 a.m.

Wimmer left the meeting at 9:54 a.m.

MOTION: Heinrich moved, second by Zaborowski to tentatively approve the 2009 operating budget for Circuit Court Services. Motion carried 7-0.

#### Emergency Preparedness

Tuma, Petterson, Johnson, and Morris were present to discuss the proposed 2009 operating budget for Emergency Preparedness. Total all funds, revenues are budgeted at \$2,008,533, a decrease of \$37,361 or 1.8%; the County tax levy is budgeted at \$4,396,217, an increase of \$299,980 or 7.3%; and expenditures are budgeted at \$6,190,753, an increase of \$244,438 or 4.1%. The positions summary shows a decrease of 0.56 for a total of 59.60 FTE positions.

Wimmer returned at 10:25 a.m.

Tuma went on to review the financial summaries, program highlights, and objectives and outcomes.

MOTION: Tortomasi moved, second by Wimmer to tentatively approve the 2009 operating budget for the Emergency Preparedness Department. Motion carried 7-0.

#### Sheriff

Trawicki, Koth, Marks, and Morris were present to discuss the proposed 2009 operating budget for the Sheriff's Department. Both revenues and expenditures are budgeted at \$33,509,992, an increase of \$979,131 or 3.0% from the 2008 budget. The County tax levy is budgeted at \$25,145,513, an increase of \$1,107,298 or 4.6%. The positions summary shows a decrease of 1.64 for a total of 352.60 FTE positions. Staff went on to review the financial summaries, program highlights, and objectives and outcomes.

MOTION: Tortomasi moved, second by Wimmer to tentatively approve the 2009 operating budget for the Sheriff's Department. Motion carried 6-1. Zaborowski voted no as he felt the County was exposing itself to high risks due to health care staffing issues at Huber and the jail.

#### **Ordinance 163-O-055: Amend Waukesha County Code Of Ordinances To Add Provisions To Chapter 13 To Allow County Enforcement Of State Offenses For Welfare And Low Income Housing Fraud**

Trawicki said the department typically recovers approximately \$300,000 annually from welfare fraud investigations. The County receives about 15% of that back each year which goes into the operating budget. Sometimes these violations don't meet State Statutes and a municipal ordinance violation would be appropriate. In other words, the occurrence was in violation of the law but does not meet prosecution criteria in the State Statutes. Based on the current number of cases, Trawicki estimates about 40 municipal citations with a fine of \$200 plus costs per citation will bring in about \$8,000 in County revenues.

Tortomasi referred to line 65 of the ordinance and asked if “plus costs” should be added. Trawicki said it probably should. Mader suggested, since Finance is not the presenting committee, that the sheriff consult with Corporation Counsel and if necessary, the ordinance could be amended at the Executive Committee.

MOTION: Heinrich moved, second by Zaborowski to approve Ordinance 163-O-055. Motion carried 7-0.

The committee recessed at 1:00 p.m. and reconvened at 1:32 p.m.

### **Discuss and Consider 2009 Operating Budgets for the Following Departments**

#### **Medical Examiner**

Biedrzycki reviewed the proposed 2009 operating budget for the Medical Examiner’s Office as outlined in the budget book. Johnson distributed accompanying information and statistics which Biedrzycki discussed further. Both revenues and expenditures are budgeted at \$1,386,228, an increase of \$53,151 or 4.0% from the 2008 budget. The County tax levy is budgeted at \$960,535, an increase of \$20,738 or 2.2%. The positions summary remains unchanged at 11.12 FTE positions. Biedrzycki went on to review the program highlights and objectives.

MOTION: Wimmer moved, second by Tortomasi to tentatively approve the 2009 operating budget for the Medical Examiner’s Office. Motion carried 7-0.

#### **District Attorney**

Schimel, Danielski, Dunn, and Morris discussed the proposed 2009 operating budget for the District Attorney’s Office. Both revenues and expenditures are budgeted at \$2,311,206, an increase of \$32,885 or 1.4% from the 2008 budget. The County tax levy is budgeted at \$1,684,223, an increase of \$55,560 or 3.4%. The positions summary shows an increase of 0.05 for a total of 31.57 FTE positions. Schimel and Miller went on to review the program highlights and objectives.

MOTION: Hutton moved, second by Meyer to tentatively approve the 2009 operating budget for the District Attorney’s Office. Motion carried 7-0.

### **Ordinance 163-O-048: Dispose Of Building At 1110 Northview Road**

Bolte discussed this ordinance as outlined which involves tearing down this dwelling on Northview Road at a cost of about \$12,000. Bolte passed around pictures of the dwelling – both inside and out. Bolte said their practice has been that when a renter moves out, they evaluate whether or not we still want to be in the rental business with that particular property. Bolte does not believe the County should be in the rental business which he explained further. This building is in need of extensive repairs totaling about \$75,000.

Haukohl asked if the building could be turned into a halfway house or group home. Bolte said while the building is structurally sound, it is not up to Code in many areas and it’s unlikely you’ll find the volunteer laborers needed to fix the problems.

MOTION: Hutton moved, second by Tortomasi to approve Ordinance 163-O-048. Motion carried 7-0.

**Ordinance 163-O-051: Appropriate Funds To The Department Of Public Works, Highway Operations Fund 2008 Budget**

Crosswaite and Chladil discussed this ordinance as outlined which involves appropriating \$40,000 to purchase and install four loader scales. These will more accurately measure salt usage in snow removal operations on state and county roadways. Crosswaite advised that \$25,000 will be paid for by the State and \$15,000 in County funds will be used. She noted that the County funds are excess revenues from the sale of scrap metal.

Haukohl asked Swan to amend the ordinance at the Public Works Committee level. She felt lines 13 and 14 should be moved below line 26 for clarification purposes whereby other committee members agreed. After further discussion, Crosswaite determined that her version of the ordinance was not the same one that came out of the Corporation Counsel's Office.

MOTION: Hutton moved, second by Zaborowski to approve Ordinance 163-O-051. Motion carried 7-0.

**Ordinance 163-O-047: Reese Property Acquisition**

Linn explained that the acquisition of the Reese property, located in the City of Pewaukee along the Pewaukee River Greenway, is important to implement the Open Space Plan & Greenway Plan for the Pewaukee River Corridor. This property will allow them to preserve the wetlands, preserve the environmental corridor, and it allows for construction access to implement the trail component of the plan. Linn noted that this area will be part of a larger "loop" eventually. The parcel is 6.77 acres and the purchase price is \$285,000. Other costs associated with the purchase are estimated to be \$3,844. Linn advised they applied for a Stewardship Grant, which are due in May, and traditionally they have had success garnering these grant funds.

MOTION: Heinrich moved, second by Meyer to approve Ordinance 163-O-047. Motion carried 6-1.

Hutton voted no as he did not think this should be a priority with the current economic climate. Haukohl noted that Tarmann funds, which are not tax levy, will be used to purchase the property.

**Ordinance 163-O-053: Execute Subgrantee Agreements, HUD Grant Agreement And Funding Application For Final Statement Of Objectives And Projected Use Of Funds And Expenditure For Community Development Block Grant (CDBG) And Home Investment Partnership (HOME) Programs For The 2009 Program Year**

Lewinski and Mojica were present to discuss this ordinance as outlined which authorizes the County Executive to execute agreements with the Federal Government to accept up to \$3,750,000 of CDBG and HOME grants and program income. Lewinski distributed copies of "2009 Estimated Funding for CDBG" which he reviewed as outlined. He went on to explain certain awards as requested by committee members.

MOTION: Wimmer moved, second by Heinrich to approve Ordinance 163-O-053. Motion carried 7-0.

**Ordinance 163-O-052: Authorize Waukesha County University Of Wisconsin Extension Office To Accept The Drug Free Communities (DFC) Grant From The U.S. Department Of Health & Human Services Substance Abuse And Mental Health Administration Drug Free Communities Support Program**

Jante discussed this ordinance which involves accepting a one-year \$125,000 Drug Free Communities Grant. Jante said the grant has two major goals. The first is to strengthen and broaden our drug free community's coalition which is a countywide coalition to make it bigger and better. The second is to address underage drinking and the abuse of drugs, alcohol, and tobacco by youths. Providing they meet the goals of the grant and the federal government, they are eligible to reapply for the grant or have the grant renewed annually for up to ten years. Jante said they will be working with law enforcement, the Sheriff's Department, the Tavern League and others.

Hutton questioned the return on investment and wondered if there would be tangible and measurable results. To answer Heinrich's question, Jante advised there will not be any duplication of existing programs but they will build off of current programs and initiatives already proven to be successful. Haukohl said once the coalition is formed and started, she asked if Jante could come back to discuss more about specific projects.

MOTION: Meyer moved, second by Tortomasi to approve Ordinance 163-O-052. Motion carried 5-2. Hutton and Zaborowski voted no.

**Ordinance 163-O-054: Approve Mechanism To Fund Replacement Of The Trunked Radio System**

Johnson and Tuma explained this ordinance as outlined. Changing technology and the age of the current trunked radio system requires the current analog system to be replaced with a more expensive digital system in approximately six years in order to maintain system reliability. They are asking that those members who have been making payments all along to continue those payments so they don't have to take that money out of their base budget. For those members who elect not to pre-pay for the infrastructure costs, they will be asked to make the full five-year payment plus accumulated interest when the cost of the new system is known. Haukohl noted this is a segregated, interest earning fund.

Mader referred to the ordinance which reads the County will establish a reserve to segregate and account for member prepayments and interest to be allocated and credited to each member in the same manner the County allocates interest to its own funds. Mader also said he is under the impression that Administration Director Cummings may amend the ordinance in Executive Committee to change the word "implemented" on line 40 to "initiated."

MOTION: Tortomasi moved, second by Wimmer to approve Ordinance 163-O-054. Motion carried 7-0.

**Ordinance 163-O-056: Accept Homeland Security-Exercising Program Funding And Modify The Emergency Preparedness 2008 Budget To Appropriate Grant Revenues And Expenditures For Ozaukee County Exercise**

This ordinance authorizes the department to accept federal exercise grant funds, to be disbursed by the Wisconsin Office of Justice Assistance, in the amount of \$12,373 and act as a fiscal and pass

through agent for Ozaukee County. These funds were not appropriated and is part of a larger grant award. This amount will be used to reimburse Ozaukee County for expenses incurred for their emergency exercise.

MOTION: Heinrich moved, second by Wimmer to approve Ordinance 163-O-056. Motion carried 7-0.

MOTION: Wimmer moved, second by Heinrich to adjourn at 4:30 p.m. Motion carried 7-0.

Respectfully submitted,

Approved on:\_\_\_\_\_

Pamela Meyer  
Secretary